

**Tronox Joint Agency Mid-Level Managers Meeting and Tronox Joint Agency Stakeholders Meeting**  
**Action Items: March 27 – 28, 2018**

What	Who	By When	Status (updated 10/29/18)
<b>Executive Level Meeting</b>			
1. Develop an Executive-level Meeting draft agenda and work with Coordinators (listed in Action Item #5)	Will/Ronnie/Ben/Susan	4/13/18	Ongoing
2. Determine Executive-level meeting participants, date, and agenda items.	NN – Karis (Dr. Benn) EPA R6 – Ben EPA R9 – Sean NM – Kurt/Holland	4/13/18	Ongoing
3. Kevin will coordinate with Will and Karis to identify possible dates for the Executive-level meeting in May.	Kevin/Will/Karis	Today	Ongoing
<b>Prioritization methodology slides for E.L meeting</b>			
4. Revise E.L presentation slides	Chip and Kevin	4/30/18	Completed – April 2018
a. Find and share slide that connects the process with Fundamental Law.	Warren Zehner	4/3/18	Included in March 2018 Meeting Notes
b. Update superfund removal process slide and disseminate to stakeholders.	Chip		Completed – April 2018
c. Send out the definitions of the disposal options	Chip		Completed – April 2018
5. Identify next steps and where in the process the Uranium Commission is; clarifying where the UC is involved in the overall process; and identifying a strategy for educating UC on the Tronox Program.	Will/Sean/Diane	Workshop for UC by 6/30/18 (immediate next step 4/30/18)	Completed – July 2018
<b>Reports</b>			
6. Add start and end date to project description on project proposal description template.	Chip	In next draft	Completed – April 2018 and August 2018
7. Review of quarterly and annual reports revisions at fall meeting. Check to make sure they meet all agencies' needs	Chip/Kevin	Fall Meeting	November 2018 Joint Agency Meeting

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<b>Operating Principles and Charter (documents and Briefing slides)</b>			
8. Revise Decision/Elevation <b>Operating Principles and Charter</b> Process slides; set up call with key people to discuss revisions	Kevin/Chip	4/13/18	Update - November 2018 Joint Agency Meeting
9. Send NN the matrix on the Action Memo to provide the NN to show the process (delegation of authority).	Chip	Ongoing	November 2018 Joint Agency Meeting
10. Laurie will meet with Karis to discuss the decision-making process. a. Identify possible wording in the goal of the decision-making and resolving conflict operating principle regarding consultation	Laurie/Karis	4/13/18	Update - November 2018 Joint Agency Meeting
11. Identify the EPA CERCLA outreach materials that can be used to communicate process.	Kevin	4/13/18	Completed – June 2018
12. Complete Operating principles information revision so that it can be shared for Executive Level briefings	Chip/Kevin	4/30/18	Ongoing
13. Develop draft charter – set up initial call to discuss	Karis/Chip/Kevin/Nina/Laurie	4/13/18	Initial call – April 2018 Joint Agency Discussion – March 2018
<b>Other</b>			
14. If anyone knows of a land title search, send to Kevin and/or Warren.	All	Ongoing	Done – No Information Received
15. Darlene to send shape file (GIS) and table to Lillian.	Darlene	4/6/18	
16. Follow up with Dr. Benn on the answer to his question on NPL Hitching post question on Church Rock	Lillian/Diane	4/6/18	
17. Have internal NNEPA Superfund discussion on next steps for possible NN PMP	Daniel	4/13/18	

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18. Send out information on copper mines and set up technical call for those interested. Let Kevin know if you are interested	Kevin/all	4/16/18	Kurt V. Presentation at the November 2018 Meeting
19. Check with Enrique regarding consultation briefing with President Begaye.	Will	4/6/18	Complete – Consultation Occurred 7/24/2018
20. Chip and Kevin to send meeting materials to the group prior to the September meeting and prior to any Executive Level consultation/briefings	Lori Lewis	Prior to Fall Meeting	Completed – October 2018